



Uptowne Market Non-Profit Vendor Application

About Uptowne Market: Uptowne Market is a twenty one-week outdoor market consisting of produce, art and retail on Main St. in Uptowne High Point. This market has had very positive feedback from patrons as well as the vendors. The Market will be held every Saturday from 8:30 a.m. to 1:00 p.m. in the parking lot of The High Point Public Library (901 N. Main St.) The Uptowne District is a growing, shopping, and entertainment destination with strong local business support. Admission to the event is free for shoppers. Vendor booth spaces require a minimal fee to cover the costs of event production. Event organizers plan to spend several thousand dollars on Uptowne Market advertising in order to attract a strong and consistent crowd of shoppers each week. We look forward to a great Uptowne Market season and hope you will join us as a weekly vendor. Please contact Nic Covington (info below) with any questions.

Vendor Guidelines

- Any produce, art, food or merchandise for sale at Uptowne Market must be of a reputable and high quality. Mass produced knick knacks, plastic jewelry or other low quality merchandise or produce will not be allowed. Art work may not display nudity, vulgarity or any other material deemed offensive by Uptowne Market. The City of High Point and the Uptowne Market accepts no responsibility for the quality of goods sold at this market. Food vendors are expected to follow all state health regulations.
- Uptowne Market has final authority in accepting and declining applications. If you violate the information and terms of this application, you will be asked to remove your booth from the event.
- Each Vendor space is 10x10 feet. More space can be negotiated if needed.
- The event is held each Saturday, May 9 — Sept. 26, 2015 from 8:30 a.m. - 1:00 p.m.
- Vendors are responsible for providing their own tents, tables, and seating. (Tents must be weighted for safety)
- Vendors are also responsible for providing their own power, if needed.
- Vendor booths may arrive as early as 7:45 a.m. and must be set up and in place by 8:15 a.m. Any vendors arriving after 8:30 a.m. will not be allowed to participate.
- Each registering vendor must complete and sign this Uptowne Market application and submit payment at least 3 days prior to the first market you attend.
- Each vendor is responsible to comply with all North Carolina sale tax and statute regulations.
- Uptowne Market will be held in the parking lot of the High Point Public Library located on 901 N Main St.

(Please clearly print or type all information on page 2 and send it to the address or email below)

Retailer/Exhibitor Information

Name of Business	
Type of Produce or Merchandise for Sale	
Contact Persons Name	
Business Billing Address	
City, State, ZIP Code	
Telephone (business & alternate)	
E-mail	

Exhibit Date(s) & Payment

Please fill in below all dates that your business is applying for vendor space and the amount of the check that you are mailing. All checks should be made out to "The City Of High Point" and mailed to the address below. You may pay for one week at a time, or you may pay for multiple weeks in advance for a discounted rate. If you have paid for vendor space on a particular Saturday and Uptowne Market cancels that Saturday due to weather or any other reason, you will receive a full refund of your vendor fee for that week or your vendor fee will be applied to the following Saturday, whichever option you prefer. Uptowne Market will not provide refunds for days in which the market is open and you have registered but fail to show up. Your vendor fee can be applied to future markets, but will not be refunded, since failure to show up impacts other vendors and disrupts weekly event set up.

Dates of Participation

Write down below all dates you plan to exhibit AND pay for in advance. The first available date is May 9. The final available date is Sept. 26.

Exhibit Dates: _____

Type of Vendor: _____

Amount of Check made out to "The City Of High Point" and mailed to the address below 3 days prior to first event:
P.O. Box 2530, High Point, NC 27261

Uptowne Market Terms, Release and Photo Agreement

I agree to abide by the guidelines and policies established in this application by Uptowne Market. I understand and agree that the event hosts, sponsors or promoters will not be responsible for loss, damage, or theft of any property during the Uptowne Market events. Submission of this application grants Uptowne Market producers the right to photograph/video the retailer's likeness and displayed merchandise for publicity and promotional purposes.

Authorized Signature(s)
Date

☐ **Email your completed application to Nic Covington at: hpuptownemarket@outlook.com or mail the completed application to the address below. For questions contact Nic Covington at 336-883-8512.**

**Nic Covington
P.O. Box 2530
High Point NC, 27261**